

# MARINE PARKS PERMIT APPLICATION

## TOURISM / STRUCTURES / WORKS

### Joint Permits

The Great Barrier Reef Marine Park Authority (GBRMPA) and the Queensland Parks and Wildlife Service (QPWS) operate a joint Marine Parks permit process that generally is administered by the GBRMPA. Joint Marine Parks permits grant access to both the Great Barrier Reef Marine Park (Commonwealth) and the Great Barrier Reef Coast Marine Park (State) for certain purposes.

### About this application form

This form is to be used when applying for permissions under the *Great Barrier Reef Marine Park Act 1975* (Cth) and/or the *Marine Parks Act 2004* (Qld) to undertake the following activities in the Great Barrier Reef Marine Park and/or the Great Barrier Reef Coast Marine Park:

- Commercial tourist operations
- Non-tourist commercial charters
- Installation and/or use of moorings
- Installation and/or use of structures/facilities
- Installation and/or use of aquaculture facilities
- Construction and/or use of marinas
- Discharge of waste from a fixed structure
- Works in the Marine Parks

For activities not mentioned above (such as harvest fisheries, collecting, research and education) different application forms are available. Please download the appropriate form from the GBRMPA's website, or phone one of the numbers below.

If you wish to apply for permission to install a major structure (such as a marina, pontoon, jetty, or aquaculture facility) you should complete this form and attach relevant supporting information. The GBRMPA will contact you regarding further information following the receipt of your application.

### More information

Visit the GBRMPA's website to obtain information about other types of Marine Parks permits and the application process ([www.gbrmpa.gov.au/zoning-permits-and-plans/permits/](http://www.gbrmpa.gov.au/zoning-permits-and-plans/permits/)), or contact the GBRMPA for a permit application information package. For information on State-only Marine Parks permits, please visit the QPWS website ([www.nprsr.qld.gov.au](http://www.nprsr.qld.gov.au)) or phone one of the QPWS numbers below.

For tourist program operators, the GBRMPA's Onboard Tourism Operator's Handbook contains important information about conducting a tourism operation in the Great Barrier Reef Marine Park, including permit information. 'Onboard' is available from the GBRMPA's website ([www.gbrmpa.gov.au](http://www.gbrmpa.gov.au) and click on the Onboard icon). If you do not have internet access, please contact the GBRMPA.

For further information please contact the GBRMPA's Environmental Assessment and Management Group or the Marine Parks section of the QPWS office in your region.

Great Barrier Reef Marine Park Authority ( <a href="http://www.gbrmpa.gov.au">www.gbrmpa.gov.au</a> )	Townsville	Tel: (07) 4750 0700 Fax: (07) 4772 5289
Department of National Parks, Recreation, Sport and Racing Queensland Parks and Wildlife Service ( <a href="http://www.nprsr.qld.gov.au">www.nprsr.qld.gov.au</a> )	Cairns	Tel: (07) 4222 5282 Fax: (07) 4222 5060
	Townsville	Tel: 1300 130 372 Fax: (07) 4722 5311
	Airlie Beach	Tel: (07) 4967 7355 Fax: (07) 4967 7389
	Rockhampton	Tel: (07) 4936 0511 Fax: (07) 4936 2171



**Environment Protection and Biodiversity Conservation Act 1999**

The *Environment Protection and Biodiversity Conservation Act 1999* (the EPBC Act) provides for the protection of the environment, especially matters of national environmental significance (NES). Under the EPBC Act, a person must not take an action that has, will have, or is likely to have a significant impact on any of the matters of NES without approval from the Australian Government Environment Minister. The Great Barrier Reef Marine Park is now a matter of NES under the EPBC Act (sections 24B and 24C).

To help you decide whether or not your proposed action requires approval from the Environment Minister, guidance is available from the Department of Sustainability, Environment, Water, Population and Communities (DSEWPaC) website ([www.environment.gov.au/epbc](http://www.environment.gov.au/epbc)). Where approval from the Environment Minister is required, a proposed action will need to be referred by the applicant to the DSEWPaC. The purpose of a referral is to obtain a decision on whether the proposed action will need formal assessment and approval under the EPBC Act. A referral form can be obtained from the DSEWPaC website.

Referral of an action under the EPBC Act is deemed to be an application under the *Great Barrier Reef Marine Park Act 1975* (see section 37AB, *Great Barrier Reef Marine Park Act 1975*). The DSEWPaC will forward the referral to the GBRMPA to commence its permit processes as required under the *Great Barrier Reef Marine Park Regulations 1983*. For more information on the EPBC Act and making a referral, call the DSEWPaC's Community Information Unit on 1800 803 772 or visit the website at [www.environment.gov.au/epbc](http://www.environment.gov.au/epbc).

SUPERSEDED

**HOW TO APPLY**

- Print out and complete the application form;
- Scan and email the completed application form (and attachments if applicable) to [permits@gbrmpa.gov.au](mailto:permits@gbrmpa.gov.au);
- Forward the signed original application (and attachments if applicable) to:

**Great Barrier Reef Marine Park Authority**  
**PO Box 1379**  
**TOWNSVILLE QLD 4810**  
**Attn: Environmental Assessment and Management**

Applications for State only permits should be forwarded to your nearest QPWS office (see contact details on the first page).

All applicants should complete **Parts A, B and G** of this form. Complete **all Parts**, where relevant, for all new permit applications to:

- conduct a tourist program; or
- install a mooring, structure or facility; or
- conduct other works in the Marine Park/s.

If the applicant is applying to continue an existing permit, complete **Parts C, D and E** only if this information has changed since the previous application.

**PLEASE NOTE:**

*It is important that the GBRMPA and the QPWS receive correct information about your permit application. There are significant penalties for giving false or misleading information.*

*The information you provide may be given to other Commonwealth and State agencies, which have a role in the management of the area.*

Please read and complete this form carefully as incorrect or insufficient information may delay consideration of your application.

**Information Box**  
**HOW TO APPLY AND FEES**  
 Applications should be lodged as early as possible, preferably at least four (4) months prior to the date the permit is required.  
 An application for a Marine Parks permit to conduct commercial activities requires the payment of a Permit Application Assessment Fee (PAAF). More information on the application fee and payment details can be obtained by visiting [www.gbrmpa.gov.au/zoning-permits-and-plans/permits/permit-application-assessment-fee](http://www.gbrmpa.gov.au/zoning-permits-and-plans/permits/permit-application-assessment-fee) or by contacting the GBRMPA.

**PART A**

**Proposed Permit Holder Details**

*If there is insufficient space on this form to fully address any of the questions, please attach additional pages to your application.*

**1. Is the proposed permit holder a company?**  
 (see information box)

Yes  No  ▶ Go to next question 2

**Information Box (Question 1)**  
 Permits can be granted to:

- a REGISTERED COMPANY
- an INDIVIDUAL
- multiple INDIVIDUALS/COMPANIES

<b>Registered company name:</b>		<b>ACN/ABN:</b>	
<b>Registered office street address:</b>		<b>Postcode:</b>	
<b>Postal Address:</b>		<b>Postcode:</b>	

Go to Question 3

**2. Is the proposed permit holder an individual, more than one individual, or an individual plus a company (partners etc.)?**

Yes

Please list the names and addresses of all persons who are proposed to be included on the permit.

<b>Full name(s):</b>			
<b>Residential address:</b>		<b>Postcode:</b>	
<b>Postal address:</b>		<b>Postcode:</b>	

Full name(s):			
Residential address:		Postcode:	
Postal address:		Postcode:	

Full name(s):			
Residential address:		Postcode:	
Postal address:		Postcode:	

*If insufficient space, please attach further information*

**3. Does the proposed permit holder wish to include a trading name on its permit?**

Yes  No  ▶ Go to Question 4

Trading name:	
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**4. Contact person:**

Title:		Name:			
Employment Position:				Mob:	
Email:		Tel:		Fax:	

**NOTE:** The nominated contact person will need to be available to respond to any queries that arise during the assessment of the application. Non-availability may result in processing delays.

## PART B

### Current Permit Details

**5. Has the proposed permit holder (individual/s or company) held a Marine Parks permit within the last three (3) years?**

Yes  No  ▶ Go to PART C

Permit/s held:	
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**6. Is the proposed permit holder applying for the replacement/continuation of an existing permit?**

Yes  No  ▶ Go to PART C

**Information Box (Question 6)**

If your application is accepted by the GBRMPA before your existing permit expires, you may continue to operate in accordance with your existing permit until a decision has been made on your application.

Permit/s to be replaced:	
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**7. Does the proposed permit holder wish to change anything about its existing permit?**

Yes  ▶ Go to PART C No  ▶ Go to PART D

**PART C**

**New permit OR change to existing permit**

**8. In which Management Area(s) of the Marine Park does the proposed permit holder wish to operate?**

- Far Northern Management Areas
- Cairns/Cooktown Management Areas
- Townsville/Whitsunday Management Areas
- Mackay/Capricorn Management Areas

**Information Box**

**CHANGE TO EXISTING PERMIT**

For permit holders wishing to change anything about an existing permit, only complete those questions relating to the change.

**Information Box (Question 8)**

The Marine Parks are divided into four Management Areas to help simplify management. These Management Areas are identified on the Zoning Maps.

**9. Does the proposed permit holder wish to operate more frequently in specific locations (for example, more than 2 visits to a specific location in a 7 day period)? Please list each location of the Marine Park.**

Yes  No  ▶ Go to Question 10

**Information Box (Question 9)**

Check the zoning maps on the GBRMPA's website for your preferred location/s. Check that the activities for which you are applying are permitted at that location.

Specific location/s (e.g. reef name, specific zone number e.g. CP-14-4018)	Zone (for example, Marine National Park Zone, General Use Zone)	How often do you wish to access each location?

**10. Does the proposed permit holder intend to extend its operation to:**

**A. Mainland or island National Parks adjoining the Marine Parks (including any beach access)?**

Yes  No

Please specify: \_\_\_\_\_

**Information Box (Question 10)**

Separate permits are required from QPWS to conduct commercial operations on mainland or island National Parks and in the Green Island RAM area. Application forms will be mailed to you if you ticked 'YES' to parts A or B. If you intend to access the rivers and streams between Mission Beach and the Starcke River, please attach a list of rivers / streams / inlets you wish to operate to, and contact your nearest QPWS office to discuss your application.

**B. Green Island RAM (Recreational Area of Management)?**

Yes  No

**C. Rivers and streams between Mission Beach and the Starcke River?**

Yes  No

Please specify: \_\_\_\_\_

**11. Is this an application for a tourist operation permit?**

Yes  No  ▶ Go to PART D

**A.** Please tick the type of tourist operation the proposed permit holder wishes to undertake:

- Vessel operation
- Aircraft operation (landing)
- Aircraft operation – scenic flights (non-landing)
- Cruise ship operation (vessel >70m)
- Hire operation
  - Dinghy hire
  - Motorised equipment
  - Non-motorised equipment
- Guided tour operation (e.g. kayak, canoe, craft tours)
  - Motorised, please specify: \_\_\_\_\_
  - Non-motorised, please specify: \_\_\_\_\_
- Bareboat operation (Please indicate if this operation is to be conducted outside of the Whitsundays Planning Area – Yes  No )
- Other, please specify: \_\_\_\_\_

**B.** Please tick the activities that the proposed permit holder wishes to undertake as part of the above operation(s):

- Standard activities (including swimming, snorkelling, SCUBA diving, fishing, fish feeding, passenger transfers, non-tourist commercial charters (includes transport for researchers, film crews and technicians etc.))
- Non-motorised watersports (for example, kayaks, windsurfers etc.). Please specify: \_\_\_\_\_
- Motorised watersports (for example, water skiing, parasailing, tube riding etc.). Please specify: \_\_\_\_\_
- Glass-bottom boat / semi-submersible tours (coral viewing)
- Other, please specify: \_\_\_\_\_

**12. Please list the details of any vessels or aircraft to be included on this permit, which are intended to be used as the main mode of transportation in the Marine Park/s.**

Vessel name/aircraft type	Vehicle Identification Number (VIN/BIN/AIN) (where applicable – see Information Box below)	Registration number	Vessel length (m)	Surveyed passenger capacity	Max number of participants in program (passengers & crew)	Usual home port or aircraft departure point

*If insufficient space, please attach further information*

**13. Does the proposed permit holder wish to obtain a VIN / BIN / AIN for its vessel(s)/aircraft?**

Yes  No

**Information Box (Question 13)**

Vessel, Bareboat and Aircraft Identification Numbers (VIN, BIN or AIN) provide greater flexibility for permit holders, by allowing them to choose the vessel or aircraft that they may use on a particular day. VIN/BIN/AIN's are like car number plates that allow permit holders to operate a range of similar vessels or aircraft, depending on their operating requirements. Please visit the 'Onboard' section on the GBRMPA's website for further information. Note that a fee applies for each VIN/BIN/AIN (plus postage). Check with the GBRMPA for current costs.

**14. Does the proposed permit holder intend to use any equipment, including ancillary vessels, in its operation?**

**Information Box (Question 14)**

Some examples of equipment include tender vessels, glass-bottom boats and semi-subs, jet skis, catamarans, dinghies, kayaks and surf skis etc.

Yes  No  ▶ Go to PART D

Equipment/vessel type	Number	Passenger capacity

**PART D**

**Moorings, Structures and Facilities**

**15. Does the proposed permit holder wish to install and/or operate a mooring, structure and/or other facility in the Marine Parks?**

Yes  No  ▶ Go to PART E

**16. Does the proposed permit holder wish to install and/or operate a mooring at any location in the Marine Park/s? (OR if the proposed permit holder has previously installed moorings please provide recent DGPS co-ordinates in the table below). Quote datum used e.g. GDA94.**

Yes  No  ▶ Go to Question 17

Location of mooring/s (e.g. reef name)	Mooring Reference Number (if applicable)	DGPS location	Type of mooring/s (fore & aft or single point, block/s, multiple points etc.)	Ancillary or primary

**IMPORTANT: If you are applying for continuation of a permit for previously installed moorings, you MUST provide a copy of the approved drawing and your most recent approved compliance certificate with this application.**

**Information Box (Question 16)**

The policy 'Moorings in the Great Barrier Reef Marine Park' (Moorings Policy) provides for the consistent and effective use and management of moorings in the Marine Parks. The Moorings Policy is available from GBRMPA's website ([www.gbrmpa.gov.au/visit-the-reef/moorings](http://www.gbrmpa.gov.au/visit-the-reef/moorings)). If you wish to apply for a permit to install and/or operate a mooring facility, please enclose a sketch, copy of relevant zoning map and/or aerial photographs of the proposed site showing the intended location of the mooring (include DGPS coordinates and datum) and the location of other moorings and fixed objects in the vicinity. You will be required to supply a mooring design certified by a marine engineer or naval architect before installation occurs. Under certain circumstances (see Mooring Policy) a schematic drawing may be accepted. GBRMPA provides each approved mooring with a Mooring Reference Number (e.g. GM0632), which must be displayed on the mooring. Some moorings also require authorisation by Maritime Safety Queensland (MSQ) and the Department of Agriculture, Fisheries and Forestry (DAFF). Contact your nearest MSQ office for further information. You may be required to use a mooring when accessing some locations in the Marine Parks. You will be notified of this during the application assessment.

**17. Does the proposed permit holder wish to perform works, install or operate structures or facilities, discharge waste, dredge and/or conduct other types of works in the Marine Park/s?**

Yes  No  ▶ Go to PART E

Please provide a brief description of the proposal:

**Information Box (Question 17)**

This includes, but is not restricted to, installation of pontoons, jetties, wharfs, helipads, marinas, conduct of dredging activities, installation of discharge and intake pipes, aquaculture facilities, and revetments. If the answer to Question 17 is 'Yes', please contact the relevant Managing Agency for pre-lodgement discussions prior to lodging an application. If you wish to install moorings as part of your operation, please ensure that you have completed Question 16. Detailed information including certified engineering drawings and details of prudent and feasible alternatives will be required to complete an assessment and should be provided with this application if possible. Contact GBRMPA for more detailed information if required. If a proposal is regarded as having the potential for significant environmental impact, consideration under the *Environment Protection and Biodiversity Conservation Act 1999*, potentially including an Environmental Impact Statement or Public Environment Report, may be required.

**PART E**

**18. Is the proposed permit holder in the process of obtaining OR does it have Eco Certification at the Ecotourism or Advanced Ecotourism level?**

Yes  No  ▶ Go to Question 21

**Information Box (Question 18)**

If you are certified at the Ecotourism or Advanced Ecotourism level of the Eco Certification Program, you are eligible to apply for a 15-year permit term at no additional cost. You must supply a copy of your current Eco Certification certificate with your application. Please be aware that, to retain a 15-year permit term, you must maintain certification at all times. For more information visit [www.gbrmpa.gov.au](http://www.gbrmpa.gov.au) or contact the GBRMPA directly.

**19. Does the proposed permit holder wish to apply for a 15-year permit?**

Yes  No  ▶ Go to Question 21

**Information Box  
DURATION OF PERMIT**

Please note, for tourist programs, new applicants are normally granted a permit for one year, whilst existing permit holders are normally granted a permit for six years. Certified high standard operators can be granted a permit for up to 15 years.

**20. Is the proposed permit holder's Eco Certification certificate attached?**

Yes  No  ▶ Go to Question 21

**21. Please indicate what best describes the proposed permit holder's primary operation by placing a 1 in one of the boxes below. You are able to place a 2 to describe a secondary role, where applicable.**

**Information Box (Question 21)**

By letting us know what you do, the GBRMPA can contact you with information on issues that are relevant to you.

**Day or part day trip**

- Diving
- Snorkelling and other \_\_\_\_\_
- Fishing

**Extended/Overnight charter**

- Diving
- Sailing and other \_\_\_\_\_
- Fishing

**Other**

- Watersports – Tours
- Watersports – Hire
- Aircraft
- Bareboat
- Super-yacht
- Cruise ship
- Pontoon
- Ferry/Passenger transport



**PART F**

**Authority to act**

Authority to act on Company's behalf

I \_\_\_\_\_

Director of \_\_\_\_\_

(ACN \_\_\_\_\_) authorise

\_\_\_\_\_ (Full Name)

\_\_\_\_\_ (Position)

to act on behalf of \_\_\_\_\_ regarding:

- all Marine Park/s permit matters (including, but not limited to applications, permits, bookings and EMC) or;
- the following limited Marine Park/s permit matters (please provide details): \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Name of Director: \_\_\_\_\_ (Block Letters)

Signature \_\_\_\_\_ Date \_\_\_\_\_

**PART G**

**Proposed Permit Holder's Declaration: Please read the following carefully.**

**Privacy Notice – GBRMPA**

Personal information you provide to the GBRMPA in your permit application is protected by the *Privacy Act 1988* (the Privacy Act). The information provided by you will be used by the GBRMPA to assess your application and to assist it to make decisions whether to grant you a relevant permission. The GBRMPA may also use the personal information you provide to notify you of any subsequent matters affecting any permission granted to you, including any changes to your permission, information about management arrangements for the Great Barrier Reef Marine Park, and information about relevant policies implemented by the GBRMPA. The authority to collect this information is in the *Great Barrier Reef Marine Park Act 1975* and the *Great Barrier Reef Marine Park Regulations 1983* (the Regulations).

Who do we give it to:

This joint application form may be used by both the GBRMPA and the Department of National Parks, Recreation, Sport and Racing (NPSR) to assess your application for a Marine Parks permit. If your application comprises an application for permission to conduct activities in a Marine Park of the State of Queensland, then identifying information collected on this form will be given to NPSR. If the GBRMPA considers that the granting of the permission may restrict the reasonable use by the public of part of the Marine Park, then it may also require you to publish an advertisement containing any information about your application that the GBRMPA reasonably requires.

Under the Regulations, if you are granted a permit, a copy of the permit document, which may include some identifying information such as your name and address, will be published on the Internet. The GBRMPA will not otherwise disclose your personal information to any third party without your consent, unless it is required to do so by law.

More information

For more information on privacy and the Privacy Act, see the Privacy Commissioner's website at [www.privacy.gov.au](http://www.privacy.gov.au).

**Privacy Statement – QPWS**

The Department of National Parks, Recreation, Sport and Racing (NPRSR) is collecting the information on this form to assess your application for a Marine Parks permit and to process your enquiry, provide notices, reminders and other related administrative matters. This Information is authorised by the *Marine Parks Act 2004*, *Nature Conservation Act 1992*, *Forestry Act 1959* and *Recreation Areas Management Act 2006*. Information may be disclosed by NPRSR to the Great Barrier Reef Marine Park Authority and Queensland government agencies involved in the administration of this legislation including the Department of Agriculture, Fisheries and Forestry and the Department of Environment and Heritage Protection. Information received by NPRSR may also be disclosed in accordance with the *Right to Information Act 2009* and the *Evidence Act 1977*. Your personal information will only be accessed by authorised employees and will not be disclosed to any other parties unless authorised or required by law. For queries in relation to your personal information, please contact the Privacy Contact Officer, Department of Environment and Heritage Protection, PO Box 2454 Brisbane QLD 4001 or email: [privacy@ehp.qld.gov.au](mailto:privacy@ehp.qld.gov.au).

**Declaration under the Oaths Act 1867 - Queensland**

**Note: If you have not told the truth in this application, you may be liable for prosecution under the relevant Acts or Regulations.**

I do solemnly and sincerely declare that:

1. The information provided in this permit application is true and correct to the best of my knowledge.
2. Where the applicant is a company, I am duly authorised by the company to sign this permit application on its behalf.

and I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the *Oaths Act 1867 (Qld)*.

Name (Block Letters)	Signature	Date
Name (Block Letters)	Signature	Date
Name (Block Letters)	Signature	Date

**NOTE: Where this application is submitted by or on behalf of more than one person, the above declaration must be signed by all joint permit applicants. Where this application is submitted for and on behalf of a company, it must be signed in the name of the company by a person who is duly authorised by the company. The name and position of that person must be provided. If you are not a Director of the company that is making this application, you must provide an authority from the company to act on its behalf in matters regarding Marine Park/s permits.**